

Form
(M/Year)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
REQUEST FOR REAL ESTATE APPRAISAL

TO: State Director
ATTN: State Review Appraiser
FROM: Field Manager _____

Date: _____

(Office)

(name, please print)

Request for appraisal and review report by (date) _____ to complete the case described below.

1. Serial/ID Number		2. Type of Case	
3. Property Owner or Applicant		3a. Address (include zip code)	
3b. Phone (include area code)			
4. Property Rights to be Appraised: (Be as specific as possible: e.g., surface estate, mineral estate, right to construct, operate & maintain; etc. List encumbrances of record or known to exist, address improvements, if any; cite any unusual or burdensome stipulations.)			
5. Legal Description			
6. County		7. Total Acreage to be Appraised	
8. Additional Information			
9. Attachments: List attachments and identify those to be forwarded later.			
10. Field Contact		10a. Telephone No. (Include area code)	
11. Approved By Title		12. Funding Code	
CHIEF STATE APPRAISER COMPLETES			
Assigned to		Date	

SPECIFIC INSTRUCTIONS
FORM 9300-
(Items not listed are self-explanatory)

Item

- 2 Specify sale, exchange, acquisition, right-of-way, lease, permit, Recreation Public Purposes Act, etc. For exchanges, specify preliminary estimate or appraisal.
- 3 Provide name, address, and telephone number of property owner or applicant. Include name of owner representative, if applicable. DO NOT request an appraisal of privately owned land without notifying the landowner that an appraisal will be conducted.
- 4 Specify the property rights to be conveyed, e.g., fee simple estate, surface rights, mineral rights easement rights (exclusive, non-exclusive easement, communication grant, etc, or leasehold interest). Also specify any valid existing rights, encumbrances, or restrictions affecting title or patent.
- 5 A precise legal description is necessary. Copies of lengthy legal descriptions (one or several parcels under common ownership) should be attached.
- 9 Provide map(s) showing property with routes of access, location of valid existing rights or encumbrances, and location and description of any improvements to be appraised. In addition, provide copies of other relevant information pertaining to the appraisal. This may include agreements to initiate, feasibility reports, mineral reports, timber cruises, environmental assessments, land reports, etc. If non-Federal lands are being appraised, provide title information.
- 12 This provision applies to appraisals to be performed by outside private fee contractors only. For such appraisals, a purchase requisition should accompany the request.

Do not send this sheet with request.